



MID-WISCONSIN FEDERATED LIBRARY SYSTEM

112 Clinton St., Horicon, WI 53032 Phone: (920) 485-0833 1-800-660-6899 FAX: (920) 485-0899 Website: www.mwfls.org

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MWFLS System Board Meeting

Tuesday, January 27, 2015

Mid-Wisconsin Federated Library System, 112 Clinton St., Horicon, WI 53032

Jane Colwin, Chairperson, called the meeting to order at 6:03 p.m.

Present: Jane Colwin, Geri Feucht, Mark Hanson, Gary Morgenstern, Dwayne Morris, Doug Rakowski, Ruth Schmitt, Sue Smith, Dan Stoffel filling in for Paul Ustruck, William von Rohr.

Absent: Polly Edgar and Richard Greshay

MWFLS Staff: Sue Cantrell, Dustin Foust, Jackie Jacak

Library Appointee: Gerard Saylor

Guest: Amy Becker, Peg Checkai, Roberta Olson

1. **Called to Order:** Meeting was called to order by Jane Colwin, Chairperson, at 6:03 p.m. The meeting was posted in accordance with open meetings law.
2. **Correspondence:** No additional correspondence was presented.
3. **Public Comment:** No comments were presented.
4. **Approval of Agenda:** It was moved by Rakowski and seconded by Schmitt to approve the agenda as presented. Motion carried by voice vote.
5. **Approval of Previous Minutes:** The November 25, 2014 minutes were accepted as presented.
6. **Financial Reports:** It was moved by Smith and seconded by Schmitt to approve payment of the November/December 2014 computer checks in the amount of \$227,893.54, manual checks in the amount of \$560.78, and director requested reimbursement for \$120.40, for a total of \$228,574.72. Motion carried by roll call vote.
7. **Directors Report:** Cantrell informed the board that Beaver Dam Community Library is no longer part of the trio ILS as of January 22, 2015. There have been some issues with purging of Beaver Dam's bibliographic records out of trio. Foust continues to work with SirsiDynix in regard to this matter.

When Von Rohr leaves the board in February, Jefferson County will have three vacancies on the board. Cantrell asked the Jefferson County board members to think of possible candidates that could fill these vacancies.

8. **Director's Council Report:** Saylor who was appointed as the Director's Council liaison for 2015 will present the board with information in regard to the meetings. Saylor queried the libraries in regard to any items they would like brought to the board that pertained to the January meeting. One library questioned if they could be billed for trio maintenance in 2015. Cantrell was not sure if that would be possible and will look into this further.

Zinio also came up at the January Director's meeting. Several directors expressed they would like to look at other options for 2016. They feel Zinio is cumbersome for the patrons to use and is costly.

Morris questioned how helpdesk tickets are doing and the progress of TALKINGtech. Foust informed the board, at the start of trio there were over 1,000 helpdesk tickets open. As of January 27, 2015 they are down to 34 open helpdesk tickets. TALKINGtech is progressing more slowly than anticipated. Foust is hoping it will be up and running by the end of February.

9. **Trio Directors' Council Report:** Saylor informed the board that trio is progressing well. Cantrell noted that Stacey Lunsford, Director of Irvin L. Young Memorial Library, Whitewater, was appointed chair of the trio Directors Council. Lunsford has already put into place a Governance, Cataloging, and Circulation Committee. The cataloging and circulation committees will have their first meeting in February.
10. **Technology Report:** No further information was provided at this time.
11. **Nominating Committee:** The nominating committee is recommending renewing the current slate of officers. Colwin is recommending combining the Secretary/Treasurer position. This would require a bylaw change, which will need to be voted on at the February board meeting. The board could not vote at the January meeting since the change has to be posted 10 days prior to the meeting, which it was not.
12. **Update on trio:** Cantrell noted that there have been some issues since go live back in November. The largest issue was holds, which has been resolved. During this transition Foust and Cantrell were informed by SirsiDynix that Blue Cloud Analytics would not be ready by the November 20th go live date. In the meantime the libraries will be using Workflows. SirsiDynix is working quickly to get Blue Cloud Analytics up and running.
13. **2015 Election of Officers:** It was moved by Von Rohr and seconded by Rakowski that the Nominating Committee recommends the following slate of officers: Jane Colwin, President; Polly Edgar, Vice President; Sue Smith, Secretary/Treasurer. After hearing no other nominations from the floor, motion carried by voice vote.
14. **Personnel Committee Vacancies:** Ruth Schmitt, Washington County and Mark Hanson, Dodge County will fill the two open vacancies.



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15. **Revision of Bylaws:** Colwin and the Nominating Committee are proposing recommendations to change the bylaws by combining the Secretary/Treasurer into one. The second recommendation is to allow officers to hold a position for more than a one year term. Colwin drafted a proposal for the full board to review and vote on at the February board meeting. Jacak noted that as presented in section 6 it states that the "secretary/treasurer shall keep a record of all meetings of the board, issue notice of regular and special meeting." These tasks are currently being done by MWFLS staff. She questioned if the board would like to keep that statement. Stoffel suggested the board make it clear who they want to perform these responsibilities. He feels a formal motion at the February meeting should be presented to designate these tasks as stated.
16. **Jefferson County Library Board Special Committee Questionnaire:** Jefferson County sent out a system survey questionnaire as part of their five year strategic planning process. The questionnaire was sent to all systems surrounding Jefferson County. Cantrell and Foust will be attending all Jefferson County library board meetings in February, to promote MWFLS and answer questions. Cantrell suggested MWFLS board members attend these meetings in support of MWFLS. She will send out the Jefferson County library board meeting dates.
17. **New 3 Year Contract for Audit Services:** Jacak reviewed the proposals from Winter Kloman, Moter, & Repp SC, Wagner CPA, and Schenck SC. The board felt it was in their best interest to move from Winter Kloman, Moter, & Repp SC who is the current auditor to Schenck since they currently have other systems as their clients and are familiar with the accounting work of systems.

It was moved by Morris and seconded by Rakowski that the MWFLS Board of Trustees approve Schenck SC CPAs to provide financial statement audit services for Mid-Wisconsin Federated Library System, at the cost of \$7,700.00 for 2014, \$7,850.00 for 2015, & \$8,000.00 for 2016. Motion carried by roll call vote.
18. **Next Meeting Date:** Tuesday, February 24, 2015
19. **Adjourn:** At 7:02 p.m. Stoffel moved to adjourn, seconded by Schmitt. Motion carried by voice vote.